

## DEVELOPMENT PERMIT SUBMITTAL REQUIREMENTS

*Applications must contain the following information in the format described. Applications will not be accepted if required items are missing or incomplete. Any submittal may require additional items.*

1. **Application Form – must be signed by Property Owner**
2. **Application Fee – refer to checkboxes on application form**
3. **Letter of Intent – detailing proposal**
4. **Plan Set (18" x 24"):**
  - a. **Site Plan**
  - b. **Landscape Plan**
  - c. **Architectural Elevations**
  - d. **Grading Plan**
  - e. **Utility Plan**
  - f. **Photometric Plan**
5. **Traffic Study**
6. **Drainage Report**
7. **Utility Report**

This is a general list of requirements. Some projects may require more or less information. The attached examples may not include each element of the list. However, each element should be reviewed for inclusion on a submittal.

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### SITE PLANS

#### SITE PLAN(S) SHOULD INCLUDE:

- Subdivision name
- Legal description
- Vicinity map (scale: 1" = 600')
- North arrow
- Legends as necessary
- Dimensions of all principal site elements
- Existing and proposed building footprints
- Surrounding buildings/subdivisions
- Height of building(s)
- Easements
- Setback dimensions
- Curb cuts
- Graphic and written scale (base 10)
- Parking spaces/handicap spaces/loading spaces
- Sidewalks/driveways
- Lighting/mechanical equipment/transformers
- Fencing (location and detail)
- Property boundary – thick solid line
- Lot lines
- Streets/street names
- Square footage for each lot and/or tract
- Trails
- Cross section diagrams as needed
- Detention ponds
- Retaining walls – location/height/material
- Fences – location/height/material

SITE PLANS - CONTINUED

Site Plans locate and describe all the important boundaries associated with construction projects. Boundaries include more than just political or property lines. They also describe flood plains, rights-of-way, topographical elevations, buildings and so on.

The information that planners need to process different Site Plans depends on the size of the proposed development and the uses involved in the project. Speak to a planner before submitting the final version of a Site Plan.

Site Plans vary in complexity. Several sheets may be required to adequately display all necessary features. Consult a planner to find out which plan features are necessary for your project. If the project includes Tracts in addition to the Lot(s) include a Tract Table with Size, Use, Ownership and Maintenance responsibility defined.

For multifamily developments, an address plan is required. Include floor plans of each building and an overall site plan with proposed address numbers.

SITE DATA TABLE (EXAMPLE)

Lot Size		(In square feet)	(In acres)	
Building Floor Area		(In square feet)		
Building Construction Type		(IBC designation)		
		Existing	Proposed	
Zoning District				
Land Use				
		Allowed	Proposed	
Building Height				
Floor Area Ratio				
		Required	Proposed	
Setbacks	North			
	East			
	South			
	West			
Off-street Parking	Regular Spaces			
	Loading Spaces			
	Handicap Spaces			
	Guest Spaces*			
Landscape Area		Required Minimum:**	(in sq. feet)	(as % lot size)

\*Multifamily developments only.

**\*\* 20% for residential projects and commercial projects under 15 acres, 30% for commercial projects 15 acres and larger; percentage of required landscape is required within the property boundary**

LANDSCAPE PLAN AND DETAILS

The landscape plan is a “final” plan, so please be detailed and specific when completing. Complete the checklist in conjunction with the City Development Code and the City of Thornton Standards and Specifications.

All submitted plans should be prepared by a trained professional and contain the following information; any submittal may require additional items.

LANDSCAPE PLAN(S) SHOULD INCLUDE:

- Trails, lakes, wetlands, detention ponds, well sites etc.
- Hardscape items including, but not limited to sidewalks, loading areas, retaining walls, water features, tot lots, raised or at grade planters, outdoor art, flag poles, benches, trash containers, bike racks, fencing, signage/monument locations, street lights, hydrants, etc.
- Trees, shrub beds, sod areas, mulched areas, gravel, and other similar elements.
- North arrow, written and graphic scale
- Proposed grading (in light line), sight triangles and easements that may affect planting
- Legend for any hatches used
- Existing plant material to remain or to be removed or relocated (please create separate table)
- Adjacent landscaping and other offsite conditions that may impact the site
- Grease pit access, if applicable
- Note that all landscape plant materials require adequate coverage of by an automatic irrigation system. Irrigation Construction Plans are required with the Civil Construction Plans.

Use the following table to calculate the required plant material for the site. Include the table on the landscape plan sheet or detail sheet

TREE EQUIVALENT (T.E.) LANDSCAPE REQUIREMENTS (Example)

Various Areas of Landscaping	Square Feet/ Lineal Feet of Frontage	Formula	Total Quantity of T.E. Required	Total Quantity of T.E. Provided
On-Site Sq. Ft. of landscape area	Sq. Ft.	1 T.E./600 Sq. Ft.		
Public Rights-of-Way (arterials and collectors)	Ln. Ft.	1.5 T.E./50 Ln. Ft.		
Detention, and Drainage Channels	Sq. Ft.	1 T.E./4,000 Sq. Ft.		
Neighborhood Park	Sq. Ft.	1 T.E./3,500 Sq. Ft.		
Tot Lot or pocket park	Sq. Ft.	1 T.E./1,000 Sq. Ft.		
Medians and round-a-bouts	Ln. Ft. Sq. Ft.	1 T.E./50 Ln. Ft. and: 1 T.E./200 Sq. Ft.		
Parking Lot Islands	Sq. Ft.	2 TE /150 Sq. Ft. and 0.1 TE / each additional 20 SF		
		Total:		

Use the following table to document the plant material used on the plans. Include on the landscape plan sheet or the detail sheet.

**PLANT MATERIAL LIST (Example)**

Symbol*	Qty	Botanical Name	Common Name	Size	TE
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**Shade Trees B&B**


TE

**Ornamental Trees B&B**


TE

**Evergreen Trees B&B**


TE

**Evergreen Shrubs #5**


TE

**Deciduous Shrubs #5**


TE

**Ground Covers #1 (Vinca minor, Mahonia repens, Euonymous fortunei ‘Coloratus’, Hemmerocallis; when massed)**


TE

**Ornamental Grasses #1 or #5**


TE

**Perennials #1 (no TE credit)**


TOTAL TE

\*please alphabetize symbols

One T.E. equals: 1 two-inch caliper deciduous tree or 1 six-foot evergreen tree or 10 five-gallon shrubs/ornamental grasses or 20 one-gallon ornamental grasses/applicable groundcovers.

**Additional information for preparing the landscape plans:**

- Sidewalks and vehicle overhang areas do not fulfill landscape area requirements.
- If the entire site does not fit on one sheet at 1"=30' engineering scale, provide an overall landscape plan at a smaller engineering scale and break the plan into match-lined sheets at the 30 scale. Provide a key map. (As much as possible do not cut match lines through shrub beds and buildings.)
- A plant list categorized by water-demand and design size is located on the City's Web
- page in the Development Engineering link to the Standards and Specifications. All plants on an irrigation zone should have similar water requirements. The zone will be categorized by the highest water-demand plant.
- Plant material in sight distance triangles must stay below 36" or above 8'
- Evaluate the size of planting beds to insure that plant material will not overgrow. Show
- deciduous and evergreen shrubs minimum ½ mature width, deciduous trees minimum 6' and evergreen trees minimum 10' (except BOC) from bed edge, sidewalks and buildings.
- No sod is allowed in areas less than 6' wide per Code.
- Back of Curb (BOC) areas must be a minimum 6' width for tree plantings. The BOC is not to exceed an overall Low Water-Demand and should be planted with Low and Ultra-low plant material. Use salt tolerant plants in BOCs along arterial streets where magnesium chloride will be applied in winter.
- At corners where BOC sod areas narrow to less than 3' wide, extend the concrete to eliminate impractical turf areas that should not be planted and are difficult to irrigate.
- Street trees must be located in permanent locations, not in future road lane locations.
- Limit Ash (Fraxinus) species to 10% of total trees because of borer insect problems.
- Shade Maples (Acer) require 20' width of landscape area due to their extensive surface rooting and moderate to high water needs. The entire root zone must be irrigated so spray is recommended.
- As much as possible locate evergreen trees in groupings in mulched beds.
- Where native areas are adjacent to homeowner lots, sidewalks and/or streets include a mow strip of a traditional or lower water alternative sod to create a transition to the wilder area (10'-30' depending on project).
- The top rims and 2/3rds down the sides of detention ponds should be planted as sod; the bottom and lower sides can be seeded (depending on size and location).
- Common landscape areas should not drain onto private lots.
- Keep trees from being planted on top of public water or sanitary sewer lines as much as possible.
- Show fire hydrants on the plan and other public meters on buildings where a 'clear zone' or access must be maintained.
- Utility boxes in the ROW and banks of utility meters on buildings shall be screened per Code.
- Screen head-in parking that faces collector and arterial streets.

**Landscape Notes:**

- Required minimum soil amendment for all landscape areas = 4 cy/1000 sf (6cy/1000sf for parks and City maintained areas). List total cy required for project, including right – of-way (ROW) landscape area that is outside property boundary. Add note that City of Thornton (COT) 'Affidavit of Soil Amendment Installation' is required from contractor. State mulch type(s), size and depth.
- State steel bed edging, Ryerson or equal.
- Irrigation: Statement that 1) Permanent, underground irrigation is required in all landscape areas, 2) Turf areas are zoned separately from bed areas, 3) Controller to include rain shut-off , 4) Indicate that hydrozones will be on separate irrigation zones according to water-demand.
- Statement that property owner or assigns or owners association maintains the landscaped areas, including any adjacent ROW landscape.
- Add note that a pre-construction meeting is required between the landscape contractor, property owner and COT landscape architecture personnel before start of construction
- State type(s) of sod; cultivar(s), mixes or blends with patented names.
- State seed mixes and seeding rates for any native areas.
- Do not include construction bid notes in this Planning document public file or identify them as such and separate them from the required notes listed above.

**Details:**

- For all fence, retaining wall, trail construction etc.; material details and pictures/drawings. Use COT planting, Regional Trail, three-rail fence, etc. details found on City web page.
- Show any site amenity details/furniture; play structures, Mutt Mitt or equivalent dog stations, benches, trash receptacles, bike racks, etc. including colors, manufacturer and item identification numbers.

**Irrigation:**

- The City now requires that separate irrigation construction plans prepared by a qualified professional be submitted to the Landscape Architects for review with the civil construction drawings. Design/build of irrigation systems will no longer be allowed on any development project.
- Multiple Lot commercial developments and SFA and MF developments require a separate irrigation meter for the common landscaping and cannot irrigate with the domestic meters. When there is no common detention pond or right of way landscaping the City may allow irrigation off of the domestic meters for each Lot on a case by case basis.

## **ARCHITECTURAL ELEVATIONS**

**ARCHITECTURAL ELEVATIONS SHOULD INCLUDE:**

- Front elevation(s)
- Left side elevation(s)
- Right side elevation(s)
- Rear elevation(s)
- Color renderings of the proposed building(s) will be required prior to the public hearing.
- Label the major colors and materials used on the proposed building(s).
- A “sample board” containing actual samples of materials and colors is required. Take an electronic photo for the public hearing prior to submitting the sample board.
- Fence and retaining wall materials/colors/heights. Retaining walls should use materials and colors that are consistent or complimentary to the materials and colors used for the proposed building(s).
- Detail of Trash Enclosures – Need to use same materials in construction as portrayed in material and color samples of proposed building(s).

Please review the Thornton City Code for Design Review Criteria. Large Commercial Developments generate additional design requirements.

Although proposed signs may be shown in Architectural Elevations, please note: signs are subject to a separate review process.

## Specific Use Permit Requirements

The Specific Use Permit (SUP) provides a means for developing certain uses in a manner in which the specific use will be compatible with adjacent property and consistent with the character of the neighborhood. It is used when there are some locations where the specific use would not be appropriate.

No use requiring an SUP shall be granted until a development permit is approved.

The use regulations in Section 18-160 state whether an SUP is required for a use to be permitted in a zoning district. The SUP requirement for a use in a district does not an authorization or an assurance that the use will be permitted. Each SUP shall be evaluated as to its probable effect on the adjacent property and the community welfare and may be approved or denied as the findings indicate appropriate. Each SUP shall be approved as part of the development permit review process by the board.

**Each SUP application shall include an outline finding that the use will:**

- Complement or be compatible with the surrounding uses and community facilities;
- Contribute to, enhance, or promote the welfare of the area of request and adjacent properties;
- Not be detrimental to the public health, safety, or general welfare;
- Conform in all other respects to all applicable zoning regulations and standards; and
- Be in conformance with the Comprehensive Plan.

The board may impose reasonable conditions upon the granting of an SUP consistent with the Comprehensive Plan, other stated development goals and objectives of the City, and the requirements of other City regulations.

An SUP runs with the land, a new owner is not required to reapply for an SUP unless a time limit that has been established runs out.

A time limit for the duration of the SUP may be imposed as a condition upon the granting of an SUP. If a time limit has been imposed, the SUP automatically terminates when the time limit expires. The applicant shall be responsible for renewing the SUP through the development permit review process prior to the expiration of the time limit.

DEVELOPMENT PERMIT

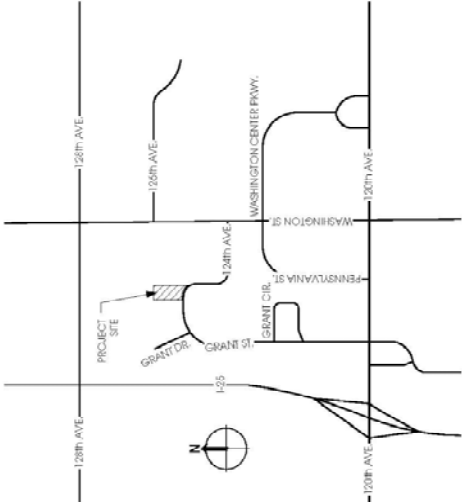
# NORTH METRO BUSINESS PARK

Lot 2, Block 1, Washington Square Business Park Second Filing  
County of Adams, State of Colorado

## COVER SHEET

LEGAL DESCRIPTION OF PROPERTY  
LOT 2, BLOCK 1, WASHINGTON SQUARE BUSINESS PARK, SECOND FILING, COUNTY OF ADAMS,  
STATE OF COLORADO

- GENERAL NOTES**
1. THESE DOCUMENTS ARE NOT TO BE USED FOR ANY CONTRIBUTION.
  2. ALL LAND USE APPROVALS AND BUILDING PERMITS FOR THE DEVELOPMENT DESCRIBED HEREIN SHALL BE SUBJECT TO REQUIREMENTS INCLUDING, BUT NOT LIMITED TO, THE PAYMENT OF IMPACT FEES AND DEVELOPMENT CHARGES, CONCERNING MANAGEMENT REQUIREMENTS, DESIGN STANDARDS, MOBILE HOME BUILDING PERMIT LIMITATIONS, AND OTHER LAND USE AND DEVELOPMENT REQUIREMENTS IN EFFECT AT THE TIME THAT SUCH PROPOSED DEVELOPMENT APPLIES FOR A BUILDING PERMIT.
  3. THIS PROPERTY IS ZONED BUSINESS PARK (BP) AND DEVELOPMENT ON ANY LOT SHALL MEET ALL OF THE CITY OF THORNTON CODE BP ZONING DISTRICT, INCLUDING BUT NOT LIMITED TO, PARKING, SETBACKS, BUILDING HEIGHT AND FLOOR AREA RATIO (FAR).
  4. DEVELOPER, OR ASSIGNS, SHALL MAINTAIN ALL R.O.W. LANDSCAPING.
  5. ALL SIGNAGE SHALL BE APPROVED THROUGH SEPARATE BUILDING PERMIT.



VICINITY MAP

SITE DATA TABLE			
BUILDING FLOOR AREA	LOT SIZE	145,791.8 SQ. FT.	3.344 ACRES
	BUILDING A		BUILDING B
	OFFICE	4,373 SQ. FT.	4,373 SQ. FT.
	MEZZANINE	4,373 SQ. FT.	4,373 SQ. FT.
	WAREHOUSE	9,683 SQ. FT.	9,683 SQ. FT.
TOTAL BUILDING AREA	SUBTOTAL	18,429 SQ. FT.	18,429 SQ. FT.
	CONSTRUCTION TYPE	39,888 SQ. FT. VB	
ZONING DISTRICT	EXISTING	BP	PROPOSED
	ALLOWED		N/A
	PROPOSED		
BUILDING HEIGHT	BUILDING HEIGHT	120'	33'-7"
	FLOOR AREA RATIO	.5	26
LAND USE	OFFICE SHOW ROOM/WAREHOUSE		
	REQUIRED		PROVIDED
	PROVIDED		
SETBACKS	FRONT	25'	26'-0"
	REAR	0 OR 15'	87'-7 1/2"
	LEFT SIDE	0 OR 15'	39'-0"
	RIGHT SIDE	0 OR 15'	60'-5 1/2"
	REG. SPACES - OFFICE	63 SPACES	57 SPACES
PARKING	REG. SPACES - WAREHOUSE	19 SPACES	21 SPACES
	TOTAL REGULAR SPACES	72 SPACES	77 SPACES
	LOADING SPACES	2 SPACES	2 SPACES
	HC SPACES	3 SPACES	4 SPACES
	ONSITE REQUIRED (20%)	PROVIDED SQ. FT.	PROVIDED %
LANDSCAPE AREA	26,150.38 SQ. FT.	37,477.14 SQ. FT.	26.9%
	PARKING ISLANDS	REQUIRED (10%)	PROVIDED
	PARKING AREA - 13,688 SQ. FT.	1,359 SQ. FT.	6,216.46 SQ. FT. (46.74%)

Case #: DP 2008-012

**OWNER**  
NORTH METRO BUSINESS PARK, LLC  
12081 Pennsylvania Street, Unit A-106  
Thornton, CO 80241  
CONTACT: NICK SCHMIDT

**PLANNER**  
PMA ARCHITECTS AND PLANNERS, INC.  
1600 WEST 12TH AVENUE, SUITE 130  
DENVER, CO 80202  
CONTACT: JAKE KOZLOVSKI  
303.449.9860 EXT. 23

**LANDSCAPE ARCHITECT**  
VALERIAN LANDSCAPE ARCHITECTS  
2734 KENNEDY BLVD., SUITE 100  
DENVER, CO 80231  
CONTACT: NICOLE HADLEY  
303.347.1000

**ENGINEER**  
JOHN R. HARRIS ENGINEERING, INC.  
2100 WEST 12TH AVENUE, SUITE 205  
LITTLETON, CO 80120  
CONTACT: BEN WOLDMAN  
303.333.1100

**TRAFFIC ENGINEER**  
LOC TRANSPORTATION PLANNERS, INC.  
180 YORK STREET  
DENVER, CO 80204  
CONTACT: BEN WOLDMAN  
303.333.1100

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PMA Architects and Planners, Inc.  
Inc Greenwood Plaza  
5561 Greenwood Plaza Blvd, Suite 100  
Greenwood, CO 80111  
voice: 303.660.9680 fax: 303.660.9670  
pma@pma.net

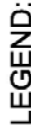
Revision Log	
Date	Description
8/22/2008	2nd Submittal
9/25/2008	3rd Submittal
10/15/2008	4th Submittal

Sheet Number  
**1**



**NOT FOR  
CONSTRUCTION**

## Landscape Plan



	DECIDUOUS TREE		DECIDUOUS/ EVERGREEN SHRUB		PERENNIALS		PERENNIALS		STEEL EDGER
	EVERGREEN TREE		EXISTING TREE TO REMAIN		PERENNIALS		TEXAS HYBRID BLUE GRASS SOD		SWALE LINE
	ORNAMENTAL TREE		EXISTING TREE TO BE MITIGATED		PERENNIALS		DETENTION POND SEED		RETAINING WALL

Landscape Architecture  
Master Planning  
Urban Design



**PWN Architects and Planners, Inc.**  
Two Greenwood Plaza  
6560 Greenwood Plaza Blvd., Suite 130  
Englewood, CO 80111  
voice: 303.649.9580 fax: 303.649.9570  
pwnarchitects.com

Issue Date: 7.2.2008								
Project: FRO								
Drawn By: Author								
Revisions:								
<table><tr><th>Date</th><th>Description</th></tr><tr><td>8.22.2008</td><td>2nd Submittal</td></tr><tr><td>9.23.2008</td><td>3rd Submittal</td></tr><tr><td>10.15.2008</td><td>4th Submittal</td></tr></table>	Date	Description	8.22.2008	2nd Submittal	9.23.2008	3rd Submittal	10.15.2008	4th Submittal
Date	Description							
8.22.2008	2nd Submittal							
9.23.2008	3rd Submittal							
10.15.2008	4th Submittal							

Sheet Number  
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DEVELOPMENT PERMIT

**NORTH METRO BUSINESS PARK**

Lot 2, Block 1, Washington Square Business Park Second Filing  
County of Adams, State of Colorado

Landscape Plan

PLANT SCHEDULE:

TREES ACQU	BOTANICAL	COMMON	COINT.	SIZE 2" CAL	QTY	T.E.
CEOC	AGER FREEMANI 'AUTUMN BLAZE'	AUTUMN BLAZE MAPLE	B & B	2" CAL	8	6
ORVA	CELTIIS OCCIDENTALIS	COMMON HACKBERRY	B & B	2" CAL	12	12
FRGR	CRATAEGUS CRUSSALLI VAR. INERMIS 'M	THORNLESS COCKSPUR HAWTHORN	B & B	2" CAL	7	7
GYOI	FRAXINUS PENNSYLVANICA 'PATMORE'	PATMORE GREEN ASH	B & B	2" CAL	2	2
PINI	GYMNOCLADUS DIOICA	KENTUCKY COFFEETREE	B & B	2" CAL	6	6
SYRE	PINUS NIGRA	AUSTRIAN BLACK PINE	B & B	6 FEET	20	20
	SYRINGA RECTOLATA	JAPANESE TREE LLAC	B & B	2" CAL	54	54
SHRUBS CAPY	BOTANICAL	COMMON	COINT.		QTY	T.E.
CAOL	CARYAGANNA PYGMAEA	PYGMY PEASHRUB	5 GAL		48	4.6
JUBL	CARYOPTERIS CLANDONENSIS 'BLUE MIST'	BLUE MIST SPIREA	5 GAL		74	7.4
JUGS	JUNIPERUS CHINENSIS 'BLUE POINT'	BLUE POINT JUNIPER	5 GAL		58	5.8
JUHU	JUNIPERUS CHINENSIS 'SEA GREEN'	SEA GREEN JUNIPER	5 GAL		7	7.0
KOAM	JUNIPERUS HORIZONTALIS 'HUGHES'	HUGHES JUNIPER	5 GAL		115	11.5
MANQ	KOLWITZIA AMABILIS	BEAUTY BUSH	5 GAL		22	2.2
PEAT	MAHONIA AQUIFOLIUM	OREGON GRAPE	5 GAL		4	0.4
POPR	PEROVSKIA ATRIPICIFOLIA	RUSSIAN SAGE	5 GAL		98	9.8
PRBP	POTENTILLA FRUTICOSA	BUSH CINQUEFOIL	5 GAL		142	14.2
SPNI	PRUNUS BESSEYI 'PAINNEE BUTTES'	PAINNEE BUTTES SAND CHERRY	5 GAL		51	5.1
SPLI	SPIRAEA NIPPONICA 'SNOW MOUND'	SNOW MOUND SPIREA	5 GAL		42	4.2
SYCH	SPIRAEA X BUJALDA 'LINEMOUND' TM	LINEMOUND SPIREA	5 GAL		117	11.7
	SYMPHORICARPOS X CHEMUNTLII 'HAWCOCK'	HAWCOCK CORALBERRY	5 GAL		54	6.4
					932	99.2
GROUND COVER PERENNIALS	BOTANICAL	COMMON	COINT.		QTY	T.E.
	BLUE GRAMA EUPHAGRASS SIDE CATS GRAMA	DETENTION POND SEED	5 LBS. 17 LBS. 18 LBS.		40 LBS. PER ACRE	
	TEXAS HYBRID BLUE GRASS SOD	BLUEGRASS SOD	900		22,026 SF	
	HELIANTHEMUM NUMMULARIUM 'ROSE GLORY'	SUNROSE	1 GAL @ 12" OC		188	
	HEMEROCALLIS HYBRID 'STELLA DE ORO'	STELLA DE ORO DAYLILY	1 GAL @ 12" OC		526	26.26
	HELICHERA SANGUINEA 'PALACE PURPLE'	CORAL BELLS	1 GAL @ 12" OC		576	
	LAVANDULA ANGUSTIFOLIA	ENGLISH LAVENDER	1 GAL @ 12" OC		856	
					2,128	26.26
					TOTAL TE	170.45

GENERAL NOTES:

- SOIL:**  
THE REQUIRED MINIMUM SOIL AMENDMENT FOR ALL LANDSCAPE AREAS SHALL BE FOUR CUBIC YARDS PER ONE THOUSAND SQUARE FEET. THE TOTAL CUBIC YARDS REQUIRED FOR THIS PROJECT IS TWO HUNDRED EIGHTEEN (218). CONTRACTOR SHALL PROVIDE A CITY OF THORNTON AFFIDAVIT OF SOIL AMENDMENT INSTALLATION.
- MULCH:**  
ALL PLANTING BEDS SHALL HAVE A MINIMUM 3" DEPTH WOOD MULCH, NON-DYED SHREDED CEDAR MULCH OR APPROVED EQUAL WITH GEOTEXTILE FABRIC (FILTER FABRIC) UNDERLAYMENT WHICH SHALL BE MIRAFI, MIRASCAPE, DUPONT TYPAR 3301 OR APPROVED EQUAL. TREES AND SHRUBS IN TURF AREAS SHALL HAVE A 3" DEPTH WOOD MULCH AS SPECIFIED ON PLANTING DETAILS. DO NOT USE FABRIC UNDER PERENNIALS.
- GRAVEL RIVER ROCK MULCH:**  
WASHED RIVER GRAVEL, 1 1/2" DIAMETER MINIMUM OVER LANDSCAPE FABRIC.
- EDGING:**  
ALL EDGING SHALL BE 3/16" X 5 1/2" GREEN PAINTED "RYERSON TYPE" METAL EDGING W/ MILLED EDGE AND ANCHOR STAKES PER MANUFACTURES SPECIFICATIONS OR EQUAL.
- IRRIGATION:**  
ALL LANDSCAPE AREAS SHALL BE IRRIGATED BY A PERMANENT, AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. THE SYSTEM SHALL BE PROPERLY ZONED TO SEPARATE PLANT MATERIAL BY WATER REQUIREMENT. THE CONTROLLER SHALL INCLUDE A RAIN SHUT-OFF. ALL SHRUB BEDS AND TREES IN NATIVE SEED AREAS SHALL BE IRRIGATED BY USING LOW WATER DRIP TECHNIQUES. ALL TURF AREAS SHALL BE IRRIGATED USING POP-UP SPRAY OR ROTOR APPLICATION.
- MAINTENANCE:**  
PROPERTY OWNER WILL MAINTAIN THE LANDSCAPE AREAS, INCLUDING THE RIGHT-OF-WAY LANDSCAPING.
- PRE-CONSTRUCTION MEETING:**  
A PRE-CONSTRUCTION MEETING SHALL BE REQUIRED BETWEEN THE LANDSCAPE CONTRACTOR, PROPERTY OWNER AND CITY OF THORNTON LANDSCAPE ARCHITECTURE PERSONNEL BEFORE START OF CONSTRUCTION.

LANDSCAPE REQUIREMENTS:

DESCRIPTION	S.F./L.F. CAL	FORMULA	TOTAL QTY. REQ.	TOTAL QTY. PROV.
ON-SITE	37,677.14 S.F.	1 T.E. / 600 S.F.	63 T.E.	19 TREES + 557 SHRUBS + 485 PERENNIALS = 98.95 T.E.
PUBLIC RIGHT-OF-WAY	238.06 L.F.	1.5 T.E. / 50 L.F.	7 T.E.	6 TREES & 11 SHRUBS = 7.10 T.E.
DETENTION POND	6,604 S.F.	1 T.E. / 4,000 S.F.	2 T.E.	2 TREES & 0 SHRUBS = 2.00 T.E.
PARKING ISLANDS	6,215.45 S.F.	1 T.E. / 120 S.F.	52 T.E.	23 TREES + 334 SHRUBS + 40 PERENNIALS = 58.40 TE
TREE MITIGATION	(1) 38" CAL COTTONWOOD (2) 18" RUSSIAN OLIVE (2) 12" RUSSIAN OLIVE (1) 8" RUSSIAN OLIVE (1) RUSSIAN OLIVE	> 24" 4 T.E. NA NA NA NA	4 T.E. 0 T.E. 0 T.E. 0 T.E. 0 T.E.	4 TREES = 4 T.E. 0 TREES = 0 T.E. 0 TREES = 0 T.E. 0 TREES = 0 T.E. 0 TREES = 0 T.E.
TOTAL	NA	NA	128 T.E.	54 TREES + 902 SHRUBS + 525 PERENNIALS = 170.45 T.E.

NOTES:

- ALL SQUARE FOOTAGE, LINEAR FOOTAGES AND TREE EQUIVALENTS ARE ROUNDED TO THE NEAREST WHOLE NUMBER. ONE (1) T.E. (TREE EQUIVALENT) EQUALS ONE (1) TREE, TEN (10) SHRUBS, OR TWENTY (20) APPROVED ORNAMENTAL GRASSES, DAYLILIES, AND GROUNDCOVERS.



PWN Architects and Planners, Inc.  
Two Greenwood Plaza  
660 Greenwood Plaza Blvd., Suite 130  
Englewood, CO 80111  
303.636.6916 FAX 303.691.9970  
pwnarchitects.com

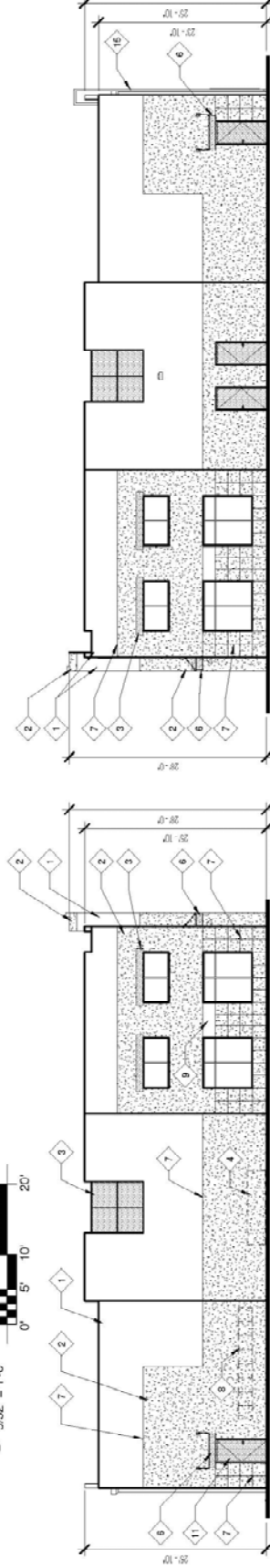
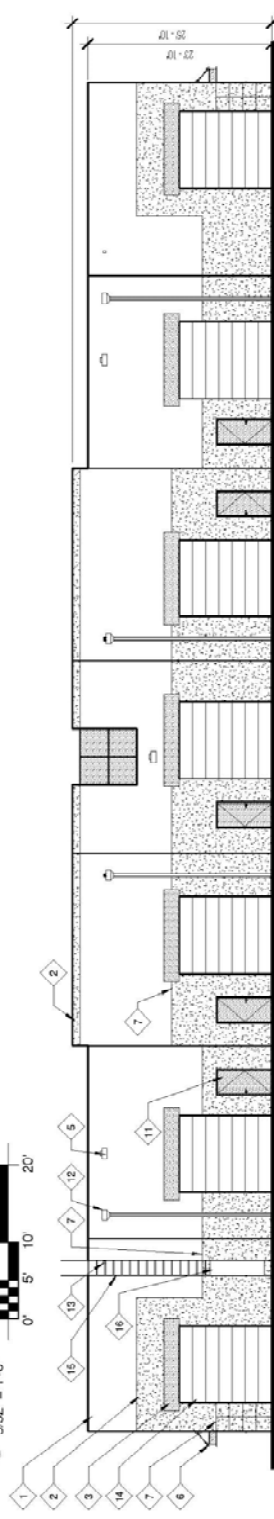


Landscaping Architecture  
Master Planning  
Urban Design  
3724 West 28th Avenue, Denver, CO 80211  
phone 303.347.1290

Issue Date: 7/22/2008
Project: PRO
Drawn By: Author
Revisions:
Date Description
8/22/2008 2nd Submittal
9/22/2008 3rd Submittal
10/15/2008 4th Submittal

Sheet Number
4

**Lot 2, Block 1, Washington Square Business Park Second Filing  
County of Adams, State of Colorado**



10. INTERIOR WALL COVERING: THICK
11. INTERIOR WALL COVERING: THIN
12. 1/2" GROUT SLAB TEXTURE
13. 3/4" GROUT SLAB TEXTURE
14. 1" GROUT SLAB TEXTURE
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- COLORS (L to R)  
COLOR 1: TOTALLY TAN,  
SHERWIN WILLIAMS SW 6116
- COLOR 2: SABLE,  
SHERWIN WILLIAMS SW 6063
- COLOR 3: SECRET GARDEN,  
SHERWIN WILLIAMS SW 6181



Two Greenwood Plaza  
6560 Greenwood Plaza Blvd., Suite 130  
Englewood, CO 80111  
voice 303.649.9880 fax 303.649.9870  
pwn@earthlink.com

Issue Date: 7/2/2008	
Project: ERO	
Drawn By: Author	
Revisions:	
<b>Date</b>	<b>Description</b>
8/22/2008	2nd Submittal
9/26/2008	3rd Submittal
10/15/2008	4th Submittal

Sheet Number  
7

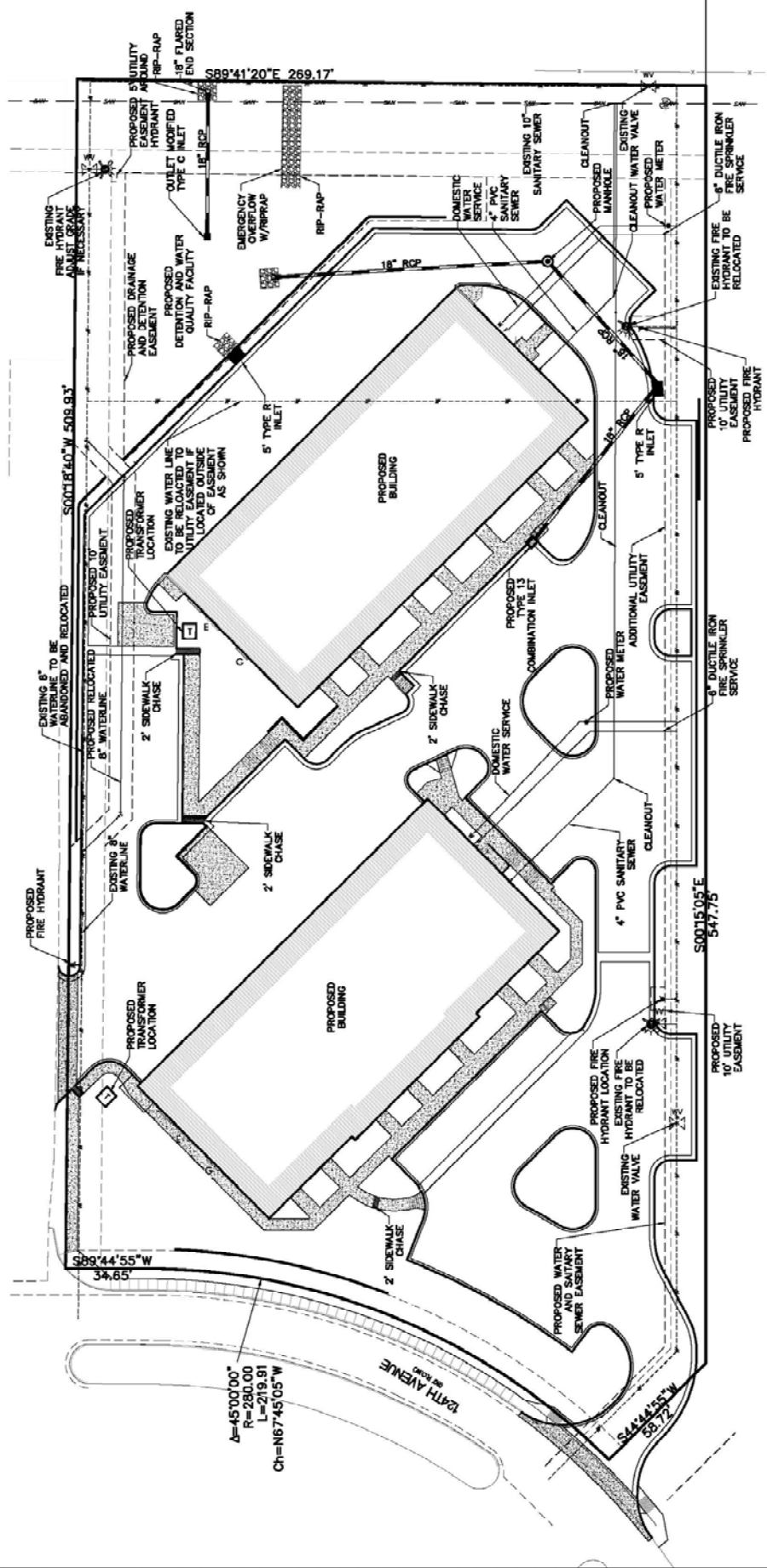



DEVELOPMENT PERMIT

**NORTH METRO BUSINESS PARK**

Lot 2, Block 1, Washington Square Business Park Second Filing  
County of Adams, State of Colorado

Overall Utility  
Plan





Two Greenwood Plaza  
660 Greenwood Plaza Blvd, Suite 130  
Englewood, CO 80111  
303.334.7580 Fax: 303.649.9700  
dwn@dwncs.com

Revision	
Date	Description
8.22.2008	2nd SUBMITTAL
9.24.2008	3rd SUBMITTAL
10.15.2008	4th SUBMITTAL

Issue Date: 2.2.2009
Project: RPO
Drawn By: Author
Sheet Number
9

**LEGEND**

- EXISTING WATER LINE
- EXISTING SANITARY SEWER
- EXISTING ELECTRIC LINE
- EXISTING GAS LINE
- SANITARY SEWER
- WATER SERVICE LINE
- STORM SEWER

30 15 0 30 60

SCALE: 1" = 30'

N







REVISIONS	
NO.	DESCRIPTION
1	AS NOTED

HIGHPOINTE PARK  
located in  
Thornton, Colorado

BGO architects

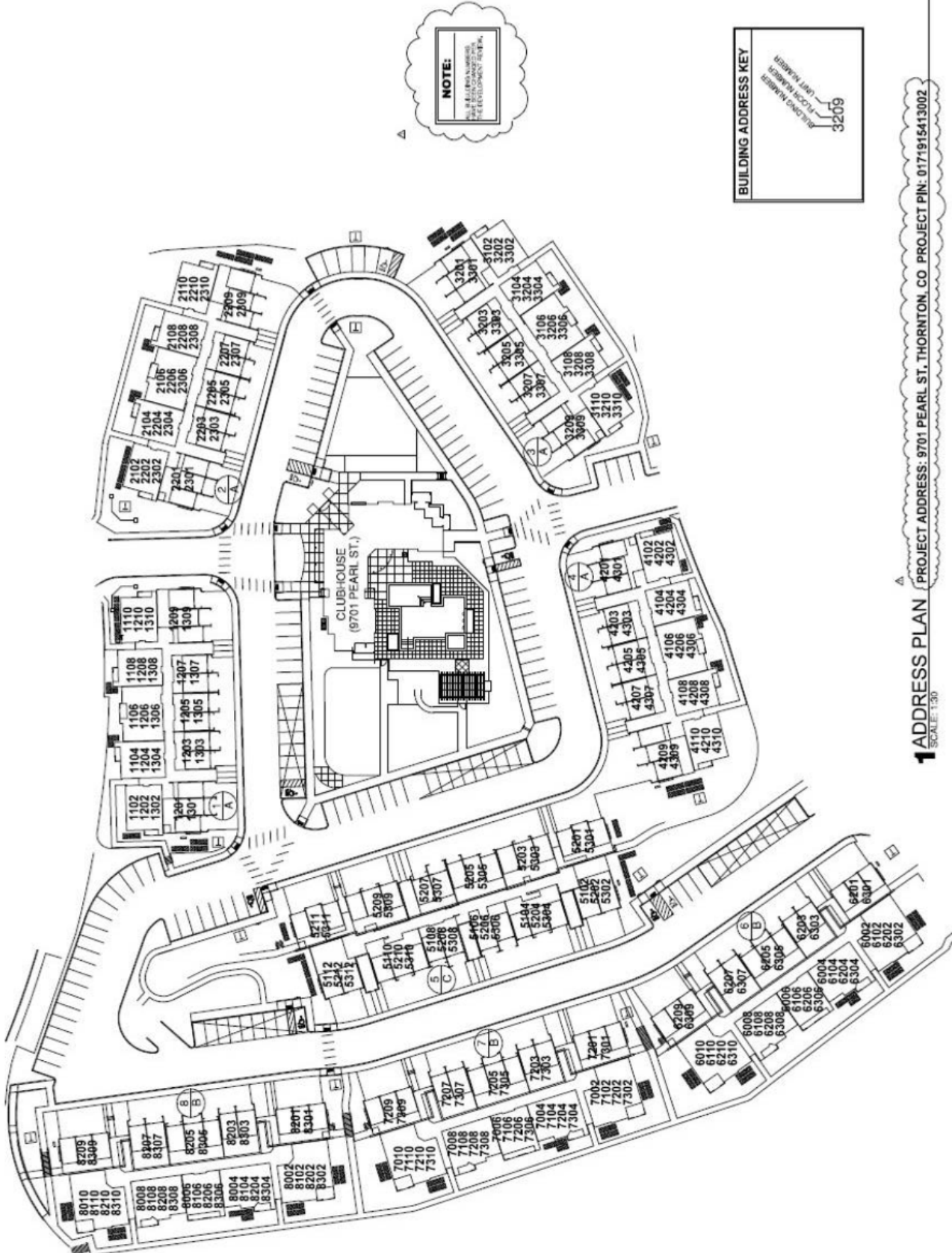
4144 N. Denver Loop  
Denver, CO 80202  
303.755.1100  
BGOarchitects.com

DATE  
09-29-11

PROJECT  
10128

SHEET NUMBER  
1.2

ADDRESS PLAN



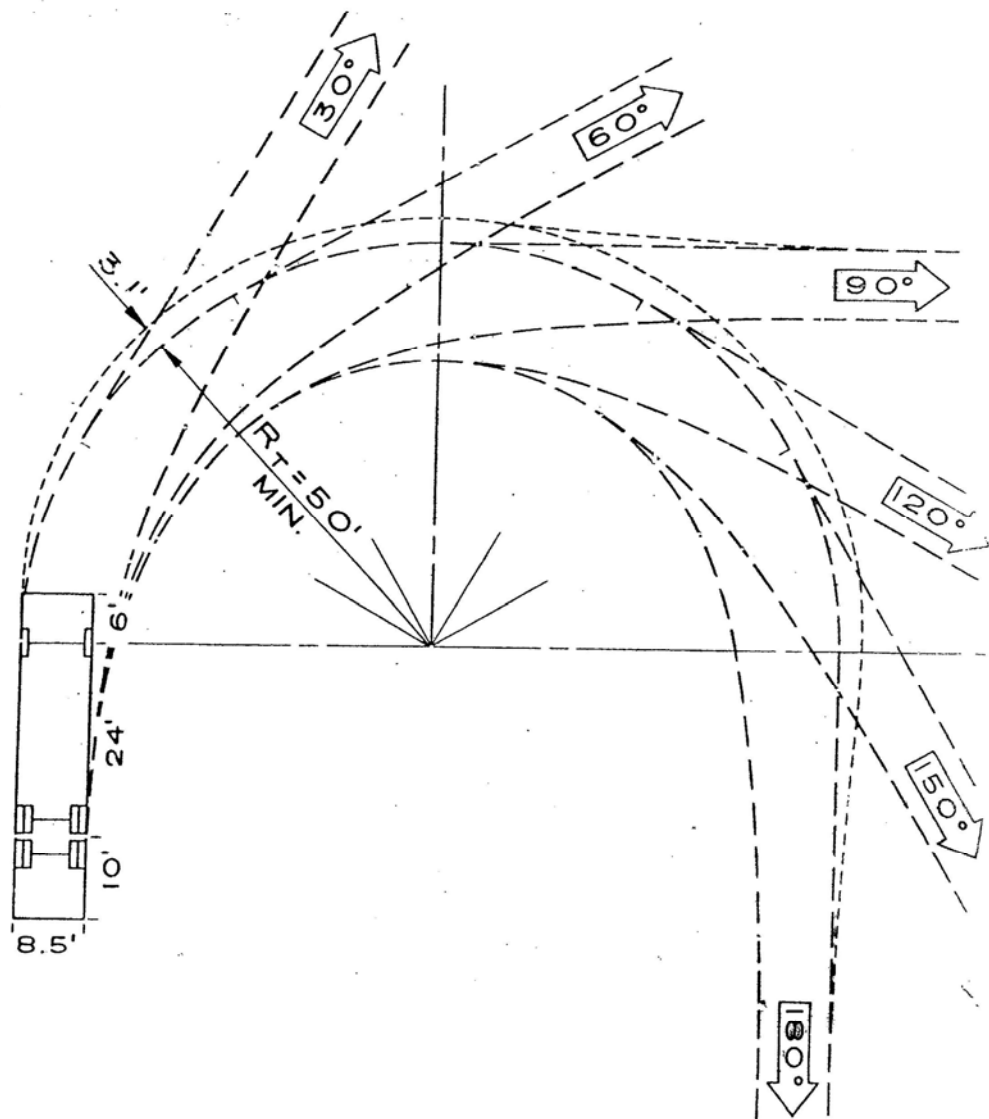
**NOTE:**  
ALL BUILDING NUMBERS  
SHOWN ON THIS PLAN  
ARE FOR DEVELOPMENT REVIEW.

BUILDING ADDRESS KEY

3209

**1 ADDRESS PLAN** PROJECT ADDRESS: 9701 PEARL ST., THORNTON, CO PROJECT PIN: 0171915413002  
SCALE: 1"=30'

TURNING RADIUS FOR FIRE ENGINES B-40R TEMPLATE



DEVELOPED FOR RTA BY  
DeLeuw Cather, Canada Ltd. ©

R = 50'  
1/16" = 1'-0" B-40R



## **PRAIRIE DOG RELOCATION INFORMATION**

*Updated October 2020*

This document serves as an explanation of the City's Prairie Dog Ordinance (Ord. Number 2628 adopted on August 28, 2000) and of the procedures for compliance. A copy of Ordinance 2628 is available upon request and states that no Development Permits will be issued for development applications received after August 2000 until the developer documents good faith efforts to relocate prairie dogs from the land slated for development.

### **Compliance Procedures**

To verify compliance with the City's Prairie Dog Policy, the City Development Department requires documentation from the developer at three key points in the development process:

1. **At First Submittal** – Developer required to indicate (by marking the correct box on the development application) whether prairie dogs currently inhabit the site in question.
2. **Prior to DP Approval** – For Development Permits, the developer must submit a letter that serves as evidence of good faith efforts to relocate the prairie dogs (see below for more details.) If a development project does not require a Development Permit, then the planner assigned to the project will determine the appropriate time for submission of the evidence of good faith effort.
3. **With Grading Permit Application** – To receive a grading permit, the developer must submit a letter indicating actions taken to remove prairie dogs from the site.

### **Evidence of Good Faith Effort**

The City of Thornton requires developers to submit a letter outlining actions taken in good faith to relocate prairie dog colonies from the development site, including the results of those efforts. The City of Thornton considers a good faith effort to relocate prairie dogs to include, at a minimum, but not limited to, two of the following actions:

- Contacting private and public property owners in Adams County to request use of their land for prairie dog relocation.
- Examining other personal property holdings of the developer, or other persons not listed, for suitability for prairie dog relocation.
- Working with Colorado Parks and Wildlife and City Development staff to examine the possibility of including prairie dog colonies in the proposed development. (This option is possible only on a case-specific basis.)
- Contacting at least one or more prairie dog relocation organizations to attempt to schedule prairie dog relocation.
- Contacting a contractor to inquire into possibility of relocating the prairie dogs to a black-footed ferret farm or raptor rehabilitation center.
- Pursuing any other options known to the developer.

If good faith efforts reveal that relocation is possible, the developer may relocate the prairie dogs, in conformance with Colorado Parks and Wildlife regulations, from the land slated for development. If good faith efforts reveal that relocation is not feasible, the developer may dispose of the prairie dogs through extermination methods permitted by the Department of Agriculture. The City strongly encourages property owners to capture and relocate or capture and donate the prairie dogs to a raptor rehabilitation center or black footed ferret conservancy. The City strongly discourages the use of any extermination method other than USDA gas cartridges.

## **Relocation Permit Application**

In order to relocate prairie dogs, a permit is required from Colorado Parks and Wildlife. The process takes approximately 30 days and requires the applicant to identify the relocation site, the process through which the prairie dogs will be relocated and the relocation organization. Colorado Parks and Wildlife recommends that individuals who are attempting prairie dog relocation start by contacting a relocation organization.

## **Relocation Sites**

State statutes prohibit the transfer of prairie dogs across county lines without the prior approval of the board of county commissioners of the receiving county. Developers may wish to approach public and private landowners in Adams County to search for relocation sites. In addition, developers may wish to review their existing property holdings or to purchase land to examine the possibility of relocating the prairie dogs to another site within Adams County.

Colorado Parks and Wildlife (CPW) has guidelines as to what constitutes a suitable prairie dog relocation site. Contact CPW for specific guidelines at 303-291-7227 or visit their website at <http://cpw.state.co.us/>.

## **Timing of Relocation**

Prairie dogs can be relocated only at specific times during the year, which must be considered when planning relocation. While the relocation process must commence as early as possible in the development process to insure success, prairie dogs must be physically relocated close to the time of grading to prevent recolonization prior to the start of construction.

## **Contact Information**

Please direct questions about the City of Thornton's prairie dog ordinance to City Development at 303-538-7295.

S:\CDV\ComDev\HANDOUTS\Prairie Dog Ordinance\Originals\PrairieDogRelocationInformation - Oct 2020.docx

## **Relocation Organizations**

### ***Dog Gone***

Gay Balfour  
970-565-9878

Dog-Gone uses vacuuming to remove the prairie dogs. If the developer does not have a relocation site for the prairie dogs, they are donated to the black-footed ferret reintroduction program. The vacuuming is performed only between June and October. Currently there is a waiting list for this service.

### ***Enviro-Zone***

Scott Harvey  
303-735-0406  
Or email [harveysd@colorado.edu](mailto:harveysd@colorado.edu)

Enviro-Zone is a business that specializes in protecting the natural environment. The company uses only trapping to relocate prairie dogs, which can be conducted at anytime during the year, except the birthing season which is approximately March through May. Enviro-Zone conducts relocation only. If a suitable relocation site is not identified, either by the developer or by the company, Enviro-Zone will not take the prairie dogs to the black-footed ferret reintroduction program. Enviro-Zone has extensive experience relocating prairie dogs throughout the Front Range, including in the cities of Boulder and Fort Collins and for the Stapleton Redevelopment Area.

### ***Roe Ecological Services, LLC***

Christopher Roe and Kelly Roe, Wildlife Biologists  
970-532-1305 or email to [res@yourwildlife.com](mailto:res@yourwildlife.com)  
Website - [www.YourWildlife.com](http://www.YourWildlife.com)

Roe Ecological Services (ROE) is available to perform prairie dog live relocations or humane removals (live-trap and donate to a raptor rehabilitation program). ROE works to ensure 100% removal at the end of the project. ROE is also available to provide clients with wildlife impact assessments, threatened and endangered species surveys, wetlands surveys and delineations, assistance obtaining federal permits for impacts to wildlife or wetlands, designing and installing prairie dog movement barriers, natural resource inventories and assessments, and more. .

### ***Smith Environmental and Engineering***

Peter Smith, Vice President  
720-887-4928 or email to [petersmith@smithdelivers.com](mailto:petersmith@smithdelivers.com)  
Website - [www.smithdelivers.com](http://www.smithdelivers.com)

Smith Environmental and Engineering (SMITH) has a property in eastern Adams County that receives live prairie dogs. In addition to receiving and relocating prairie dogs, SMITH provides comprehensive environmental services, including NEPA document preparation, environmental assessments, threatened and endangered species surveys, wetlands surveys, wildlife studies, and many

others. SMITH's engineers and scientists can perform any and all environmental studies and design needed to get clients through the planning and permitting process for any project.

***Prairie Dog Action***

Deb Jones, President  
PO Box 725  
Broomfield, CO 80038  
Phone: 303-439-9264 or 303-324-6829  
Or email to [Notestodj@aol.com](mailto:Notestodj@aol.com)  
Website – [www.prairiedogaction.org](http://www.prairiedogaction.org)

Prairie Dog Action is an all volunteer, non-profit organization committed to saving the Black-Tailed Prairie Dog and the prairie ecosystem.

***Prairie Preserves, LLC***

Pam Wanek  
Phone: 303-280-8860 or email to [wanek@q.com](mailto:wanek@q.com)

Available for consultation on restoring native grass communities and practicing Black-Tailed Prairie Dog relocations.

***Animal & Pest Control Specialist, Inc.***

3800 E. 64<sup>th</sup> Ave.  
Commerce City, CO 80022  
Phone: 303-987-0842  
Fax: 303-431-4968

Animal & Pest Control Specialists (APCS) is a nuisance wildlife removal company with an emphasis on prairie dog removals and management. All technicians carry licenses issued by the Colorado Division of Wildlife and/or the Colorado Department of Agriculture. APCS has a division dedicated to prairie dog removals and works closely with raptor programs and the United States Fish and Wildlife Service's Black-footed Ferret Program in Carr, Colorado. APCS uses the most up-to-date methods and equipment when implementing trapping, flushing or fumigation programs in order to assist you and meet your needs. Any and all non-target animals that are captured during the trapping or flushing process will be released immediately on-site. All methods and procedures follow all city, county, state and federal rules and regulations.

**APPLICATION FORM – CHECK TYPE OF REQUEST BELOW:**

**Zoning (Z)**

- ☐ Rezoning/Zoning Amendments \$695
- ☐ Planned Development Zoning \$695, plus \$15/acre  
(round up to the next whole acre)
- ☐ PD Zoning Amendment (Administrative) \$695

**Appeal**

- ☐ Staff/DPAB Decision \$90

**Variance (V)**

- ☐ Variance Request \$115

**Conceptual Site Plan (CSP)**

- ☐ Conceptual Site Plan \$695

**Comprehensive Plan Amendment (SPCD)**

- ☐ Comp Plan Amendment \$350

**Development Permit (DP)**

- ☐ Development Permit \$580
- ☐ Specific Use Permit (D.P. Required) \$115
- ☐ DP Amendment (DPAB\*\*) \$290
- ☐ DP (Amendment (Administrative) \$250

**Subdivision Plat (SUB)**

- ☐ Subdivision Plat \$230, plus \$15/acre  
(round up to the next whole acre)
- ☐ Subdivision Plat Amendment (SUBA) \$250

**Engineering**

- ☐ Construction Drawings (CDs) (No Fee)
- ☐ Floodplain Development Permit \$600  
(Additional Application Required [here](#))
- ☐ Pond Certificates (No Fee)
- ☐ Grading and Erosion Control (No Fee)

**Other**

- ☐ Minor Development Permit (MDP) \$100
- ☐ Limited Use Permit
- ☐ Temporary Use Permit (TUP) \$90
- ☐ Vacation of Right-of-Way \$250
- ☐ Oil and Gas Permit \$695, plus \$15/acre

**ONE APPLICATION FORM PER EACH REQUEST OTHER THAN SPECIFIC USE PERMITS**

**Application Date:** \_\_\_\_\_

**Project Description/Reason for Application:** \_\_\_\_\_

**Property Address** (provide Cross Streets if unknown): \_\_\_\_\_

**Adams County Parcel #(s):** \_\_\_\_\_

**Gross Area** (Acres): \_\_\_\_\_ (Square Feet): \_\_\_\_\_ **Current Zoning:** \_\_\_\_\_ **Proposed Zoning:** \_\_\_\_\_

**Existing Land Use(s) & Structures:** \_\_\_\_\_

**Proposed Land Use(s) & Structures:** \_\_\_\_\_

**Do prairie dogs currently exist on the property?** Yes: ☐ No: ☐

**Applicant:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Address of Applicant:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**\*Applicant Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**Land Owner:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

*(if the same as applicant- put "same")*

**Address of Land Owner:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**\*Land Owner Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**Land Owner:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

*(if the same as applicant- put "same")*

**Address of Land Owner:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Land Owner Signature:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

**NOTE – If there are more than two owners, a letter/letters containing their signatures must be attached to the application authorizing the applicant to act on behalf of the identified owner(s).**

**\*Signatures from the Applicant and the Land Owner are required. Signatory may be duly authorized agent of the record owner. All communications will be sent to the applicant. The signature of the property owner acknowledges their awareness of the request being made on their behalf and authorizes the identified applicant to represent the owner in the request being made to the City of Thornton.**

# Development Submittal Instructions

City of Thornton land use applications may now be submitted electronically or in person. Please follow the steps below to assist you in submitting your proposal or for resubmitting documents.

## By Email or File Transfer Site:

- If your attachments are less than 7MB: Email your application and supporting PDF documentation to [developmentsubmittals@thorntonco.gov](mailto:developmentsubmittals@thorntonco.gov)
  - 1) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
  - 2) You will be contacted by city staff once the documents have been received, accepted as complete and to confirm payment for new and applicable submittals.
- If your attachments are larger than 7MB: Upload your submittals through Google Drive using the following instructions:
  - 1) If you do not have one already, please create a Gmail Account. They have directions on creating an email account here: <https://support.google.com/mail/answer/56256?hl=en>
  - 2) Use the link [here](#) or copy/type the URL Below into your browser:  
**<https://drive.google.com/open?id=1szCf8FVIGO76naq-xwQvFggt61otfAhi>**
  - 2) Email [developmentsubmittals@thorntonco.gov](mailto:developmentsubmittals@thorntonco.gov) when you have completed your upload indicating your application has been submitted.
  - 3) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
  - 4) You will be contacted by city staff once the documents have been received and to confirm payment.

## Notice to All Applicants

- A check-in meeting with staff is required as part of every application submittal.
- If paying with a credit card, please submit the application materials by 4:00 p.m. so we can process the card the day of the submittal.
- Applicants will be given a written summary and verbal explanation of any deficiencies that need to be corrected.
- If you have any questions, contact City Development at 303-538-7295.

**City of Thornton**

City Development  
9500 Civic Center Dr.  
Thornton, CO 80229

303-538-7295